



news and information
for employees of the
City of Saint Paul

October 15, 2004

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No Flu Shot This Year? Practice Healthy Habits

By Lillian McDonald
Public Information Officer
Ramsey County Public Health

Only half the doses of Influenza (flu) vaccine are available this year after a manufacturer reported contamination problems with its supplies. As a result, health departments across the country are asking healthy people to forego their flu shot this year so existing doses can go to those more at high risk of having serious complications from getting the flu. Persons at high risk of having serious complications from getting the flu are generally very young children (6 to 23 months), elderly (age 65 +), or the chronically ill. "There are 36 long term care facilities in Ramsey County with senior citizen or chronically ill patients who need a flu shot more than most" said Rob Fulton, Director of Saint Paul - Ramsey County Public Health. Local health officials joined large companies like 3M, Marvin Windows, and Polaris willing to redirect their employees' vaccine to vaccinate only high-risk people in their communities. "We wish there was more vaccine available and we continue to look for more doses in cooperation with the Minnesota Department of Health but until more doses arrive we're asking everyone to take care to protect themselves from the flu this winter" said Fulton.

If you don't get a flu shot this



year there's a lot you can do to keep yourself and others from getting germs that might cause the flu:

Do your best to stay healthy. Get plenty of rest, moderate exercise, and eat right.

Stay home from school or work if you have a respiratory infection. Avoid exposing yourself to others who are sick with flu like illness.

Cover your nose and mouth with a tissue whenever you cough or sneeze, then throw the tissue away. If you don't have a tissue, cough or sneeze into your sleeve.

Wash your hands often with soap and water, or with an alcohol based, waterless hand sanitizer.

Clean surfaces you touch frequently, such as door knobs, water faucets, refrigerator handles and telephones.

For updates on who should get a flu shot this year, vaccination supplies, and more go to www.co.ramsey.mn.us and click on "Influenza Information" or www.mdhflu.com.

Please print this for your co-workers. The City is continuing to save money by not producing printed copies of the City Update, but still needs to communicate to all employees. Please help by printing this newsletter (preferably back-to-back) for workers in your area who do not have computer access. Thank you.

Power Up! at the Saint Paul Public Library

Did you know your library offers full on-line service? Simply visit www.sppl.org.

Want to reserve the latest bestseller or that recent DVD release right from your desk? Now you can! With your library card you can have your book, movie, or CD waiting for you right at the front desk of Central Library or at any one of our twelve library branches.

Let www.sppl.org work for you. Want suggestions on what to read next? We have them. Need to renew your books? You can do that here too.

To contact a librarian for more information, call 651/266-7000 or e-mail sppl.info@ci.stpaul.mn.us. Our librarians are information navigation experts. We can help you find what you need and save you time.

Toastmasters Open House

Are you interested in learning more about the art of public speaking?

Would you enjoy being part of a fun, relaxed group that meets once a week?

Public Employees Toastmasters invite City of Saint Paul and Ramsey County employees to attend an Open House on Wednesday, October 27, 2004 in Room 1503 of the City Hall Annex, located at 25 West 4th St.

Meet members of Public Employees Toastmasters to learn what takes place at a Toastmaster meeting. Refreshments Available.

Participation in Toastmasters can help you become more comfortable with public speaking, builds inner confidence and leadership skills in a relaxed and informal atmosphere.

Public Employees Toastmasters meet on Wednesdays at 12:00 noon in Room 1503 of the City Hall Annex.

For information, contact RuthAnn Eide, President (Police), at 266-5625, or Paul Mordorski (PED) VP Public Relations at 266-6683.

Workplace Efficiencies

Organized Audrey

Date: Monday October 25, 2004

Time: Noon-1 p.m.

Location: 15th Floor Auditorium

City Hall Annex

Instructor: Audrey Thomas

Target Audience: City Employees

No Registration Needed.

Lunch not provided.

Paper. Mail Files. Email. How you deal with these items on a day-in and day -out basis affects your ability to be organized and efficient on the job. What is the most effective way of managing all of these items?

This fun and energizing seminar will give you tips on becoming better organized at work. Several product recommendations will be made throughout the presentation.

Step Into the Great Indoors?

Regions Hospital, the HealthPartners 10,000 Steps® program and the Xcel Energy Center have teamed up again to bring you an exciting indoor walking program. Beginning October 19, every Tuesday, Wednesday and Thursday (subject to arena availability) from 11 a.m. to 2 p.m., The St. Paul Club level of the Xcel Energy Center will be available to the public for walking. The program will run from October 19,

2004 to April 28, 2005.

Everyone is welcome to walk. You do not need to join the HealthPartners 10,000 Steps program to participate.

There will be a special kick-off event on October 19 beginning at 11 a.m. (program from 11:15 to 11:30) featuring free food and beverages for the first 150 people, door prizes and the first lap around the arena. The kick-off event will be at Gate 1 of the Xcel Energy Center.

The cost to join the program is \$20 for HealthPartners members and \$25 for nonmembers signing up at the Xcel Energy Center. The fee includes a pedometer and program materials.

Walkers may park in the River Center Parking Ramp for just \$2. Enter the arena at Gate 1.

To find out more about this unique walking program, visit www.regionshospital.com, look under News and Events.

City job openings as of October 15, 2004

Application deadline	Job title	Bi-weekly or hourly salary rate	Exam date
10/18/04	Water Maintenance Supervisor (prom)	\$1,981.58 bi-weekly	See Job Ann
10/19/04	Human Resources Adm Support Coordinator (prom)	\$1,371.61 bi-weekly	10/26/04
10/25/04	Fire Training Officer (prom)	\$2,349.76 bi-weekly	See Job Ann
10/28/04	Customer Service Representative	\$1,188.24 bi-weekly	See Job Ann
11/01/04	Conservatory Attendant (perm/part-time)	\$10.03 per hr	See Job Ann
11/02/04	Emergency Comm's Center Police Dispatcher	\$1,579.72 bi-weekly	11/08/04

Note: Call or visit the Office of Human Resources to receive the official job announcement for these positions. Location: 400 City Hall Annex. Phone: (651) 266-6500 or visit the web site: www.ci.stpaul.mn.us/jobopenings. For jobs announced after October 13, please call our 24-hour job line, (651) 266-6502.